UNIVERSITY OF BRISTOL STATUTES

Statute 1

Preliminary

The Statutes shall be interpreted so as not to conflict with the Charter. Words defined in the Charter or the Statutes shall have the same meaning in the Ordinances and the Regulations unless the context clearly indicates otherwise.

Words in the singular shall include the plural, and words in the plural shall include the singular.

Statute 2

Members of the University

The following are Members of the University:

The Chancellor and Pro-Chancellors
The Treasurer
The University staff
The University students
The Trustees
The Members of Court
The Members of the Alumni Association
The Honorary Fellows
The Emeritus and Honorary Professors
The Emeritus Deans

Statute 3

The Chancellor

Role
1. The Chancellor shall be the President of Court and the Alumni Association and shall have the power to confer degrees.
Election
2. The Chancellor shall be elected by Court on the nomination of the Board of Trustees and shall hold office for a maximum period of ten years, unless Court by special resolution determines otherwise. A special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of Court and passed by a majority of those present and voting.

Resignation
3. The Chancellor may resign at any time by a letter sent to Court through the Secretary.

Statute 4

The Pro-Chancellors

Role
1. The Pro-Chancellors may, in the absence of the Chancellor or during a vacancy in the office of Chancellor, exercise the functions of the Chancellor, save for the conferring of degrees, and may preside at meetings of Court.

Election
2. The Pro-Chancellors shall be elected by Court on the nomination of the Board of Trustees. The Pro-Chancellors shall hold office for three year terms, subject to a maximum of two such terms, unless Court by special resolution determines otherwise. A special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of Court and passed by a majority of those present and voting.

Resignation
3. A Pro-Chancellor may resign at any time by a letter sent to Court through the Secretary.

Statute 5

The Vice-Chancellor

Role
1. The Vice-Chancellor shall be the Chief Officer of the University and the Chair of Senate.

Appointment
2. The Vice-Chancellor shall be appointed by the Board of Trustees after consultation with Senate, and shall hold office for such period
and on such conditions as the Board of Trustees shall determine, subject to the provisions of Statutes and Ordinances.

Resignation
3. The Vice-Chancellor may resign by a letter sent to the Board of Trustees through the Secretary.

Statute 6

The Pro Vice-Chancellors

Role
1. A Pro Vice-Chancellor may exercise any of the functions of the Vice-Chancellor either at the request of the Vice-Chancellor, or in his or her absence, or during a vacancy in the office of Vice-Chancellor, and shall discharge such other responsibilities as may be conferred by ordinance.

Appointment
2. The Pro Vice-Chancellors shall be appointed by the Board of Trustees after consultation with Senate. The Pro Vice-Chancellors shall hold office for such period and on such conditions as the Board of Trustees shall determine, subject to the provisions of Statutes and Ordinances.

Statute 7

The Deans of the Faculties

1. Role
The dean of each faculty shall play a leading role in the formulation and implementation of University academic strategy and policy and shall be responsible for leading and managing the faculty. The dean shall be a member of all committees of the faculty. In the absence of the dean or during a vacancy in the office, a deputy dean or a senior member of staff chosen by the faculty board shall exercise the functions of the dean. There may be one or more deputy deans, who may exercise any of the functions of the dean either at the request of the dean or in the absence of the dean or during a vacancy in the office of the dean.

2. Appointment
The dean of each faculty shall be appointed in consultation with the faculty, as prescribed by ordinance. Deputy Deans shall be appointed from time to time by the dean, with the consent of the faculty board, from among the staff of the faculty. All the deputy deans in a faculty shall vacate office on the appointment of a new dean but shall be eligible for reappointment.
Statute 8

The Treasurer

Role
1. The Treasurer shall be the Chair of the Audit Committee of the Board of Trustees. The Treasurer shall not be a member of the University's staff, neither shall the Treasurer have any executive authority other than that exercised within the context of membership of the Board of Trustees.

2. The Treasurer shall be appointed annually by the Board of Trustees, subject to a maximum period in office of ten years, unless the Board of Trustees by special resolution (as defined in Statute 17) determines otherwise.

Vacancy
3. If for any reason the office of Treasurer becomes vacant, the Board of Trustees shall forthwith appoint a Treasurer for the remainder of the unexpired term.

Resignation
4. The Treasurer may resign at any time by a letter sent to the Board of Trustees through the Secretary.

Statute 9

The University Officers

The Board of Trustees shall appoint the following officers of the University for such period and on such conditions as it shall determine, subject to the Statutes and Ordinances:

The Registrar
The Secretary
The Finance Director
The Librarian
Such other officers as the Board of Trustees may by Ordinance determine.

Statute 10

External Auditors
Appointment
1. The Board of Trustees shall annually appoint external auditors for a period of one year. The auditors shall be eligible for re-appointment. The auditors shall not be members of the Board of Trustees or Court.

Vacancy
2. Should the auditors resign or be removed from office by the Board of Trustees during the year, the Board of Trustees shall appoint auditors for the remainder of the unexpired term.

Statute 11

Membership of Court

Core Members of Court
The Core Members of Court shall be as follows:

Elected Members
- Thirty Alumni Association Representatives elected by and from the Alumni Association, of whom five should be elected exclusively from the international alumni (but if no international members put themselves forward for election, then the full number of representatives can be appointed in such a manner as the Alumni Association shall determine);
- Five Emeriti elected by and from the Emeritus Professors;

Nominated Members
- Twenty Members nominated by their organisations, drawn from civic, cultural and community organisations or bodies including (but not limited to) organisations or bodies located in or around the city of Bristol;
- Twenty Members nominated from unions, professional organisations, business community and industry or other knowledge-intensive organisations including (but not limited to) organisations or bodies located in or around the city of Bristol;
- Five representatives from amongst those formally elected to represent the people of the City of Bristol and its surrounding areas;

Ex officio
- The Chancellor;
- The Pro-Chancellors;
- Honorary Fellows.

The normal term of office for an Elected Member shall be four years and Elected Members may be re-elected for a further four-year term (in accordance with this Statute 11).
The normal term of office for a Nominated Member shall be four years and Nominated Members may be re-appointed for one further four-year term (in accordance with this Statute 11), provided that the Nominated Member remains associated with the nominating organisation or body and retains the nomination of the nominating organisation or body.

An individual may be appointed as an Elected Member or Nominated Member notwithstanding that he or she has previously held office in any other category provided that he or she may only serve as a member of Court (in any category of membership) for a maximum period of ten consecutive years. In the event that an individual has served for ten consecutive years, he or she may be eligible for appointment as a Core Member only after a year has elapsed since he or she retired as a member of Court (in any category of membership).

All appointments will be overseen by the Nominations Committee of the Board of Trustees (the Nominations Committee) and approved by the Chancellor (for the avoidance of doubt, this shall include any variation to the normal term of office).

Additional Appointed Members of Court

The Chancellor may appoint up to twenty Additional Appointed Members from the body of honorary graduates or nominations put forward by civic, cultural and community, professional, industry and business organisations or bodies including (but not limited to) organisations or bodies located in or around the city of Bristol. The nomination process shall be conducted in such a manner as the Nominations Committee considers appropriate from time to time.

The term of office of Additional Appointed Members shall be one year and all appointments will be made by the Chancellor on the recommendation of the Nominations Committee.

In exercising his or her power to appoint Additional Appointed Members, the Chancellor shall consult and engage with a range of different organisations and bodies in order to ensure that there is appropriate diversity among the Appointed Members and that they include representatives of the City of Bristol and are able to reflect and support the strategic aims of the University and the interests of its current and future students.

Attendees of Court

The Attendees of Court will be invited to Court with the purpose of informing Members of Court as required. Attendees of Court will be as follows:

- Twenty individuals elected by and from employees of the University;
- The elected Sabbatical Officers of the Union of Students;
- The Board of Trustees (including, for the avoidance of doubt, the Chair, Deputy Chair and Treasurer);
- The Vice-Chancellor;
• The Pro Vice-Chancellors;
• The Registrar;
• The Chief Operating Officer;
• The Deans of Faculty;
• The University Secretary;
• The University Librarian;
• The Bursar;
• The Secretary & Clerk to Court.

Other members of the University’s staff may be invited to Court to attend meetings of Court as may be appropriate to the business of the meeting. For avoidance of doubt, Attendees will not be entitled to vote at meetings of Court.

Resignation
Any member of Court may resign by a letter sent to Court through the Secretary.

Statute 12

Meetings of Court

1. Place and Time

All meetings of Court shall be held in Bristol.

2. Annual Meeting

An Annual Meeting of the Court shall be held each year. The Board of Trustees shall determine the date and venue for each Annual Meeting. The Chancellor shall determine the agenda for each Annual Meeting in consultation with the Vice-Chancellor and the Board of Trustees. The Board of Trustees shall present a report of its proceedings during the preceding academic year, including a report on changes to the Charter, Statutes and Ordinances that, in the opinion of the Board of Trustees, relate directly to Court, the Alumni Association and/or the Union of Students, and an audited statement of accounts for the preceding financial year. A copy of the report and statement shall be sent to every member of Court at least seven days before the meeting.

3. Special Meetings

The Chancellor may call a meeting of Court at any time and shall call a meeting to be held within eight weeks of the receipt by him or her
of a written request to do so from the Board of Trustees or from no fewer than twenty-five members of Court. The Chancellor shall determine the date and place of any meeting so called.

4. Notice

The Secretary shall send notice of every meeting of Court not less than thirty five days before the day fixed for such meeting. Any member of Court wishing to bring forward any business at a meeting shall give the Secretary written notice of it not less than twenty days before the day appointed for the meeting provided that such business shall not be included on the agenda unless no fewer than 9 other members of Court have indicated their support either by signing the notice or writing to the Secretary indicating their support for the business to be discussed. This shall not apply to business brought forward by the Board of Trustees. Not less than seven days before any meeting of Court the Secretary shall send every member of Court a statement of all business, and no business shall be considered at the meeting except that included in the statement. For the purposes of this Statute, any notice or written communication to the Secretary may be given by email.

5. Quorum

The quorum of Court shall be twenty-five. If there is not a quorum present at a meeting, the Chancellor shall adjourn the meeting to a time later the same day. If there is still no quorum present, the meeting may be adjourned to another day as the Chancellor thinks fit.

6. Procedure

The procedure at meetings of Court shall be in accordance with standing orders of Court.

Statute 13

Powers of Court

Court shall have the following powers:

1. Comment and Advice

At each Annual Meeting of Court, Court shall receive a report from the Board of Trustees of its proceedings during the preceding academic year, including a report on changes to the Charter, Statutes and Ordinances, that relate, in the opinion of the Board of Trustees, directly to Court; a report from the Vice-Chancellor and the University’s senior management on the execution of the University’s strategy in the preceding year; and the financial statements for the preceding financial year.
Court may comment and advise on any matter relating to the University, and may:

a) pose questions to the Chair of the Board of Trustees on the activity of the Board in the preceding year and the plans for the year ahead;
b) pose questions to the Vice-Chancellor and all the University’s senior management on the execution of the strategy of the University;
c) pose questions to the Treasurer on the financial statements;
d) offer advice and independent opinion on the activity of the University; and
e) ask questions and offer comment to the Board of Trustees and the University’s senior management on any aspect of the University’s business.

2. Appointment of Officers

Court shall appoint the Chancellor and the Pro-Chancellors on the nomination of the Board of Trustees.

3. Extension of Periods of Office

Court shall have power to approve extensions to prescribed terms of office for the Chancellor and Pro-Chancellors.

4. Appointment of members of the Nominations Committee

Court shall appoint two of its Members to serve on the Nominations Committee, established by the Board of Trustees.

5. Removal of Members of Court for Good Cause

Court may remove members of Court, other than those who are Ex Officio Members, for good cause, as defined by Statute 31.

If the Chancellor considers (in his or her reasonable opinion) that a member of Court shall be removed for good cause and the matter is urgent and it is not practicable to refer the matter to Court for a decision, the Chancellor (following consultation with the Vice-Chancellor), may remove such member, provided that this decision be reported to Court at the next meeting of Court following such removal.

Statute 14

Statute 14 (formerly ‘Nominations Committee of Court’) was repealed on 7 December 2018.
Statute 15

Membership of the Board of Trustees

1. Trustees

The Board of Trustees shall be composed as follows:

Class I – Lay Trustees

- The Treasurer, who shall be appointed and hold office in accordance with Statute 8.
- Up to 15 individuals appointed by the Board of Trustees following consideration of nominations made by the Nominations Committee of the Board (the Nominated Trustees).

The term of office for a Nominated Trustee shall be three years. A Nominated Trustee may be re-appointed for further terms in office, provided that he or she has been nominated for re-appointment by the Nominations Committee. After a Nominated Trustee has served three consecutive terms in office, he or she shall only be eligible for re-nomination and re-appointment if the Nominations Committee recommends the Nominated Trustee for re-nomination and the Board of Trustees by special resolution determines that it would be in the best interests of the University for the Nominated Trustee to be appointed for a further term of up to three years as the Board of Trustees shall resolve. A special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of the Board of Trustees and passed by a majority of those present and voting.

- One member of the Alumni Association, appointed as determined by Ordinance (the Alumni Association Trustee).

The term of office for the Alumni Association Trustee shall be three years. After the Alumni Association Trustee has served three consecutive terms in office, he or she shall be eligible for re-appointment if the Board of Trustees by special resolution determines that it would be in the best interests of the University for the Alumni Association Trustee to be re-appointed for such number of further three-year terms as the Board of Trustees shall resolve. A special resolution for this purpose is a resolution considered as a separate agenda item at a properly constituted meeting of the Board of Trustees and passed by a majority of those present and voting.

Lay Trustees in Class I may not be members of the University’s staff.

Class II – University Staff

- The Vice-Chancellor
A Pro Vice-Chancellor, nominated by the Vice-Chancellor

For renewable three-year terms, subject to a maximum of three such terms:

Three members of academic staff, appointed as determined by Ordinance (each an Academic Trustee)

Two members of the support staff, appointed as determined by Ordinance (each a Support Staff Trustee).

For the avoidance of doubt, the term of office of any Trustee in Class II shall end immediately if the appointed individual ceases to be a member of support staff or academic staff as appropriate.

**Class III – Students**

For renewable one-year terms, subject to a maximum of three such terms:

Two students or Sabbatical Officers, appointed as determined by Ordinance (each a Student Trustee).

**2. Right to attend**

The Chancellor, Pro-Chancellors, if not Trustees, and the Registrar and Finance Director, shall have the right to receive papers and attend meetings, but shall not have the right to vote on any issue.

**3. Vacancies**

All vacancies arising among the Appointed or Elected Members of the Board of Trustees shall be filled as soon as possible by the appointing or electing authority for the remainder of the unexpired term.

Vacancies arising among the Nominated Trustees shall be filled as soon as reasonably practicable by the Board of Trustees following consideration of the nominations made by the Nominations Committee.

**4. Resignation**

Any Trustee may resign by a letter sent to the Board of Trustees through the Secretary.
Statute 16

Meetings of the Board of Trustees

Frequency
1. The Board of Trustees shall meet at least five times in every University academic year. The Chair may call a meeting at any time, and shall call a meeting to be held within three weeks of the receipt of a written request to do so from no fewer than ten Trustees.

Chair and Vice-Chair
2. The Board of Trustees shall appoint a Chair and Vice-Chair from among its lay Trustees as determined by Ordinance. The detailed arrangements for the election of Chair and Vice-Chair are set out in Ordinance 3 and may in future be altered by the Board of Trustees by Special Resolution.

Procedure
3. The procedure at meetings of the Board of Trustees shall be determined by Ordinance.

Quorum
4. The quorum of the Board of Trustees shall be ten. If there is not a quorum present at a meeting, the Chair shall adjourn the meeting to a time later the same day. If there is still no quorum present, the meeting may be adjourned to another day as the Chair thinks fit. If there are at least ten members present but without a lay majority, a majority of the lay Trustees present may decide to defer business to the next meeting of the Board of Trustees, but business may be so deferred only once.

Reserved business
5. The Chair may require student Trustees to withdraw when matters are discussed relating to individual members of staff or individual students of the University and may withhold from student members papers relating to such matters.

Statute 17

Powers of the Board of Trustees

The Board of Trustees shall be the governing body of the University, and shall have the following powers:

1. General

The Board of Trustees shall exercise all powers conferred on it by the Charter, Statutes and Ordinances, and shall put the Charter,
Statutes, Ordinances and Regulations into effect. The Board of Trustees shall set the policy of the University, in consultation with Senate on matters of academic policy, and shall ensure that the Vice-Chancellor and the University officers act to further that policy.

2. Charter

The Board of Trustees may alter, amend or add to the Charter by a special resolution, passed at one meeting of the Board of Trustees and confirmed at a subsequent meeting held no less than one calendar month nor more than three calendar months after the former, provided that the resolution is passed at each meeting by a majority of not less than three-quarters of the members of the Board of Trustees present and voting. Any such changes made by the Board of Trustees shall not take effect unless and until they are allowed by the Queen in Council.

3. Statutes and Ordinances

The Board of Trustees may by special resolution make, amend, add to or repeal Statutes and Ordinances and, where, in the opinion of the Board of Trustees, any amendments to the Statutes and Ordinances relating directly to Court, shall report them to Court at Court’s Annual Meeting. A special resolution for this purpose is a resolution considered as a separate agenda item following a written report from the Secretary and either (i) passed by a two-thirds majority of those present and voting or (ii) passed by a simple majority of those present and voting and ratified at the next ordinary meeting. In matters relating to courses of study, degrees, certificates, diplomas and other academic awards or distinctions, affiliation of colleges and recognition of teachers, Ordinances shall be made by the Board of Trustees only with the consent of Senate. Statutes, and any amendments, additions or repeals, made by the Board of Trustees in accordance with the above procedure shall not take effect unless and until they are allowed by the Privy Council.

4. Regulations

The Board of Trustees may, subject to the Charter, Statutes and Ordinances, make Regulations to govern its affairs and those of the University.

5. Lay Officers

The Board of Trustees shall nominate the Chancellor and the Pro-Chancellors for appointment by Court. The Board of Trustees shall appoint the Treasurer in accordance with Statute 8.

6. Appointment of University Officers

The Board of Trustees shall appoint the Vice-Chancellor and Pro-Vice-Chancellors after consultation with Senate. The Board of Trustees
shall appoint such other officers of the University as it thinks fit, in accordance with Statutes and Ordinances.

7. Academic Posts

The Board of Trustees may institute or abolish professorships, readerships, lectureships and other academic posts, after consultation with Senate.

8. Academic Appointments

The Board of Trustees may institute or abolish professorships, readerships, lectureships and other academic posts, after consultation with Senate.

8. Academic Appointments

The Board of Trustees may institute or abolish professorships, readerships, lectureships and other academic posts, after consultation with Senate.

The Board of Trustees shall appoint the professors of the University after report from Senate. The Board of Trustees may either delegate to Senate the appointment of academic staff of the University other than professors, or may appoint them after report from Senate.

9. Honorary Degrees and Fellowships

The Board of Trustees may award honorary degrees on the recommendation of Senate, and may recommend to Court the award of honorary fellowships.

10. Contracts and Employment

The Board of Trustees may enter into, vary and cancel contracts on behalf of the University, including contracts of employment subject to the provisions of the Statute relating to academic staff. The Board of Trustees shall determine the terms and conditions on which employment is offered.

11. Academic Review

The Board of Trustees shall review and promote the teaching and research of the University.

12. Senate

The Board of Trustees shall supervise and give directions to Senate, and may refer back, amend or disallow any act of Senate, subject to the rights of the Senate concerning academic Ordinances and to be consulted on all academic matters.

13. Finances

The Board of Trustees shall manage all the University’s financial and other affairs, and may appoint bankers and other agents as it thinks
14. Investments

The Board of Trustees shall make investments on behalf of the University as it thinks fit, subject to the Charter, Statutes and Ordinances.

15. Property

The Board of Trustees shall provide premises, furniture, apparatus and equipment needed for the work of the University. The Board of Trustees may sell, buy, exchange, lease and accept leases of real and personal property on behalf of the University.

16. Borrowing

The Board of Trustees may borrow money on behalf of the University and for the purpose may mortgage all or any part of the property of the University, whether real or personal, or give such other security upon such property as it thinks fit. The Board of Trustees shall set borrowing limits and report them each year to the Annual Meeting of Court as part of the information provided to Court on the financial statements of the University (required by Statute 13(1)).

17. Seal, Arms and Mace

The Board of Trustees shall have the sole custody and use of the University seal, arms and mace.

18. Grievances

The Board of Trustees shall investigate and if appropriate redress any grievance brought by officers, staff or students of the University. The Board of Trustees may, at its discretion, appoint a committee to deal with a grievance.

Statute 18

Statute 18 (formerly, ‘Nominations Committee of Council’) was repealed on 28 June 2011.

Statute 19

Membership of Senate
1. Members

The members of Senate shall be as follows:

*Class 1 – Ex officio*

The Vice-Chancellor, the Pro Vice-Chancellors, the Deans, the Registrar, the Librarian, two Sabbatical Officers nominated by the University of Bristol Students’ Union.

*Class 2 – Heads of school*

The heads of the academic school or their nominees for any given academic year

*Class 3 – Academic and other professional post-holders*

Such holders of posts of academic and other professional responsibility, as shall with the consent of Senate be provided by Ordinance so as to ensure fair representation of all the faculties

*Class 4 – Academic Staff*

Such members of the academic staff, elected by such staff in each faculty from among their number, as shall with the consent of Senate be provided by Ordinance so as to ensure fair representation of all the faculties, for renewable three-year terms

*Class 5 – Students*

Such undergraduate and postgraduate students, elected or temporarily nominated as provided for in Standing Orders of Senate, as shall with the consent of Senate be provided by Ordinance.

2. Vacancies

All vacancies arising among the elected members shall be filled as soon as possible for the remainder of the unexpired term.

Statute 20

Meetings of Senate
Frequency
1. Senate shall meet at least once each term. The Vice-Chancellor may call a meeting at any time, and shall call a meeting on receipt of a written request to do so from no fewer than twenty members of Senate, within such period as shall be prescribed by standing orders of Senate.

Chair
2. The Vice-Chancellor shall preside at meetings of Senate. In the Vice-Chancellor’s absence, a Pro Vice-Chancellor may act as chair.

Procedure
3. The procedure at meetings of Senate shall be in accordance with standing orders made by Senate.

Reserved business
4. The Chair may require student members of Senate to withdraw when matters are discussed relating to individual members of staff or individual students of the University and may direct that papers relating to such matters shall be withheld from student members.

Statute 21

Powers of Senate

Senate shall have the following powers:

Education and Research and Enterprise

1. Senate shall be responsible to the Board of Trustees for education and examinations within the University, and shall promote and encourage research and enterprise. No new degree or other academic award or distinction shall be adopted by the University without Senate’s agreement.

Examiners

2. Senate shall appoint the internal and external examiners after report from the Boards of Faculty concerned, or may delegate this power to the appropriate Faculty Board. Senate may remove any examiner for negligence or misconduct and may appoint a substitute for the remainder of the examinations.
Academic ordinances and regulations

3. Senate shall report to the Board of Trustees, after report from the Boards of Faculties concerned, on proposed changes to Ordinances and Regulations. Ordinances relating to courses of study, degrees, certificates, diplomas and other academic awards or distinctions, affiliation of colleges and recognition of teachers may be made by the Board of Trustees only with the consent of Senate.

Faculties

4. Senate shall supervise and give directions to the Faculties, may refer back, amend or disallow any act of a Faculty, and shall assign to the Faculties their respective subjects and report to the Board of Trustees on the organisation of schools.

Academic posts

5. Senate may make recommendations to the Board of Trustees as to the institution or abolition of professorships, readerships, lectureships and other academic posts or offices, and as to the abolition of faculties and schools.

Academic appointments

6. Senate may make recommendations to the Board of Trustees as to the appointment or removal from office of the Vice-Chancellor, Pro-Vice-Chancellors, professors and other members of the teaching and research staff of the University.

Honorary appointments

7. Senate may provide for the appointment of honorary professors, emeritus professors and emeritus deans in accordance with policies approved by Senate from time to time.

Honorary fellowships and degrees

8. Senate shall recommend to the Board of Trustees the award of honorary fellowships and degrees.

Fellowships, scholarships and prizes

9. Senate shall award fellowships, scholarships and prizes, subject to conditions made by the founders and accepted by the Board of Trustees.
Admission of students

10. Senate shall regulate the admission of students to the University, subject to the Charter, Statutes, Ordinances and Regulations.

Student discipline

11. Senate shall make regulations to provide for the discipline of students of the University. Subject to the regulations, Senate may suspend or expel any student.

Referral and delegation

12. Senate shall report back on any matter referred to it by the Board of Trustees.

Opinion and advice

13. Senate may discuss and declare an opinion on any matter whatsoever relating to the University and the Board of Trustees shall take into consideration any observations expressed by Senate.

Statute 22

Faculties

Faculties
1. Schools shall be allocated to Faculties as determined by Senate.

Faculty Boards
2. Each Faculty shall have a Faculty Board as determined by Ordinance.

Responsibilities of Faculty Boards
3. Faculty Boards are responsible to Senate for the academic activities carried out in the Faculty, including the education and assessment of students and the promotion and encouragement of research, and for such other matters as Senate may require.

Committees
4. Faculty Boards may establish committees to advise them on any matter, for such periods as they think fit, with such membership as they may approve. Faculties may establish committees jointly with another faculty or faculties.
Faculty Assemblies
5. Each Faculty shall have a Faculty Assembly as determined by Ordinance.

Remit of Faculty Assemblies
6. The remit of the Faculty Assembly is to discuss issues which merit consideration by the Faculty as a whole.

Statute 23

Membership of the Alumni Association

Members
1. The members of the Alumni Association shall be as follows:
The Chancellor
The Honorary Fellows
The Graduates and Honorary Graduates of the University, together with all former students of the University who hold an academic award of the University that required at least nine months full-time study or an equivalent period of part-time study
The Associate Members

Associate Membership
Categories of associate membership may be made by standing order.

Register
The Registrar shall keep a register containing the names of all members of the Alumni Association, which shall be conclusive as to the entitlement of any person to vote in an election relating to the Alumni Association.

Statute 24

Annual Alumni Forum

Frequency
1. The Alumni Forum shall be held at least once a year.

Chair
2. The Chancellor if present shall preside at the Alumni Forum. The Alumni Association shall elect a Chair who will preside in the absence of the Chancellor, and will be Chair of the Standing Committee of the Alumni Association.
The Secretary shall send notice of the meeting to all members of the Alumni Association.

Procedure
3. Procedural matters relating to the Alumni Forum shall be prescribed by the Chancellor.

Reports
4. At each Alumni Forum the Vice-Chancellor or nominee will report on the affairs of the University and the Alumni Association will receive an account of meetings of Court.

Statute 25

Powers of the Alumni Association

The Alumni Association shall have the following powers:

Court
1. The Alumni Association shall appoint by election thirty of its members (which must include the Chair of the Alumni Association Committee and the Alumni Association Trustee) as Elected Members of Court in accordance with Statute 11.

Advice
2. The Alumni Association may comment upon the development and policy of the University, through its Elected Members on Court and the annual Alumni Forum, and will otherwise contribute to building an engaged and supportive alumni community appropriate to a world class university.

Statute 26

Congregations

Congregations of the whole University for the conferring of degrees or other purposes shall be held in a manner to be prescribed by Ordinances and shall be presided over by the Chancellor or in his or her absence by the Vice-Chancellor.

Statute 27

University of Bristol Union

Structure
1. There shall be a Union of students in the University, whose constitution and functions shall be prescribed by Ordinance. The Board of Trustees shall contribute annually to the Union such funds as it thinks fit.

Responsibility of the Board of Trustees
2. The Board of Trustees shall take such steps as are reasonably practicable to ensure that the Union operates in a fair and democratic manner and is accountable for its finances. The Union shall each year submit to the Board of Trustees its audited accounts.

Statute 28
Examiners for Academic Awards

For all academic awards of the University there shall be at least two examiners. At least one must be external and independent and normally at least one must be a member of the academic staff of the University or otherwise eligible as having academic status.

Statute 29
Delegation to Committees & the Vice-Chancellor

Power to appoint committees
1. The Board of Trustees, Court, Senate, boards of Faculties, Alumni Association and the University of Bristol Union may appoint committees to deal with any matter, and such committees may include persons who are not members of the bodies appointing them.

Powers and duties
2. The powers and duties of such committees shall be such as the bodies appointing them direct, save that the Board of Trustees may not delegate its power to decide that it is desirable that there should be a reduction in the number of academic staff by way of redundancy.

Regulations
3. The Board of Trustees may make regulations governing the proceedings of committees, but subject to these every committee may regulate its own meetings and procedure.

Membership
4. The Chair of the Board of Trustees and the Vice-Chancellor shall be members of every committee of the Board of Trustees, save as otherwise provided by Statute or Ordinance. The Vice-Chancellor shall be a member of all committees of Senate and Faculties. The Deans shall be members of all committees of their Faculties.
Delegation to the Vice-Chancellor

5. Subject to the provisions of Statutes 29.6.1 and 29.6.2, the Board of Trustees may delegate to the Vice-Chancellor such of its functions (including any powers or discretions) for such time and on such terms and in accordance with such written scheme of delegation as it may from time to time determine and such delegation may authorise the Vice-Chancellor to delegate all or any of the functions delegated to him by the Board of Trustees to such of the University Officers (as referred to in Statute 9) or such other officers of the University as the Board of Trustees may determine.

6. In exercising the power conferred on it by Statute 29.5, the Board of Trustees:

   6.1 may not delegate its power to decide that it is desirable that there should be a reduction in the number of academic staff by way of redundancy; and

   6.2. may not delegate any other function (including any power or discretion) which the Acts, Charter or Statutes reserve to the Board of Trustees or provide must not be delegated by the Board of Trustees to any other person or provide may only be discharged or otherwise exercised by the Board of Trustees.

Statute 30

Advisory Boards

The Board of Trustees

1. The Board of Trustees may appoint advisory boards on such terms as it thinks fit, subject to the Charter and Statutes and after consultation with Senate. Such boards may include members unconnected with the University. The Board of Trustees may refer to them for advice and report on any matter, and such advice and report shall be duly considered by bodies in the University as the Board of Trustees directs.

Senate

2. Senate at the instance of any faculty may approve the appointment of an advisory board, under conditions to be determined by Ordinance. Such boards will be subject to review by the Faculty. They may undertake matters delegated to them with regard to organisation, administration, or instruction in any subjects in the Faculty. Senate shall appoint the members on the nomination of the Faculty. Such boards shall include the examiners in the subjects concerned and may include members unconnected with the University.
Statute 31

Removal of Officers, Auditors and Members

Officers
1. The Chancellor and Pro Chancellors may be removed for good cause by the Visitor at the instance of Court. The Treasurer, Chair of the Board of Trustees and Vice-Chair of the Board of Trustees may be removed for good cause by the Visitor at the instance of the Board of Trustees.

Auditors
2. The external auditors may be removed for good cause by the Board of Trustees.

Members of the Board of Trustees
3. Any member of the Board of Trustees, other than those who are members by virtue of their office or members of the academic staff, may be removed for good cause by the Board of Trustees.

Good cause
4. ‘Good Cause’ means one or more of the following:
   - conviction for an offence rendering the person convicted unfit for the execution of the duties of the office;
   - improper conduct, incompatible with the duties of the office;
   - conduct constituting persistent refusal, neglect or inability, including mental or physical inability, to perform the duties or comply with the conditions of office.

Statute 32 - Academic Staff: Dismissal, Discipline, Grievance Procedures and related matters

1. Application and Scope
1.1 This Statute relates to the conduct and discipline, performance, dismissal, suspension and grievances of employees and shall apply to all employees of the University except the Vice-Chancellor.

1.2 This Statute shall be construed to give effect to the following guiding principles:
   1.2.1 to ensure that members of academic staff at the University have freedom within the law to question and test received wisdom and to put forward new ideas and controversial or unpopular opinions without placing themselves in jeopardy of losing their jobs or privileges;
1.2.2 to enable the University to provide education, promote learning and engage in research efficiently and economically;
1.2.3 to apply the principles of justice and fairness and seek to advance the principles of equality and diversity.
1.3 In the case of conflict the provisions of this Statute shall prevail over those of any other Statute or of any Ordinance or procedure made under or to give effect to this Statute.
1.4 Nothing in any contract of employment entered into shall override or exclude the provisions of this Statute.

2. Procedures

2.1 The Board of Trustees shall by Ordinance prescribe the procedures for dismissing employees on the grounds of conduct, capability (performance and ill health), redundancy, illegality and some other substantial reason as defined by the Employments Rights Act 1996 as amended, extended or re-enacted from time to time.
2.2 Such Ordinances shall provide for:
   (i) the right of employees to be accompanied at any formal meetings held under the Ordinances by a work colleague or trade union representative;
   (ii) the University to have the power to suspend any employee to investigate alleged misconduct or for any other good or urgent reason;
   (iii) appropriate penalties, which shall include warnings and dismissal;
   (iv) the right of appeal against a notice of dismissal given to an employee;
   (v) any dismissal made under such Ordinance to remain in force pending the outcome of any appeal;
   (vi) employees to receive a reasoned decision in writing in respect of any formal action taken under the Ordinances.

2.3 The Board of Trustees shall ensure that there is a grievance procedure in place to consider complaints raised by employees concerning their employment, which relate to themselves as individuals or their personal dealings or relationships with other employees at the University. The grievance procedure will not apply:
   (i) in respect of the outcome of any matter dealt with under this Statute;
   (ii) where the Board of Trustees has prescribed or the University has in place other procedures.

2.4 The Board of Trustees shall be the body responsible for monitoring the effectiveness of the Ordinances and procedures prescribed by it under this Statute.

Statute 33

Validity of Acts of Court, the Board of Trustees and Senate
No act or resolution of the Board of Trustees, Court or Senate shall be invalid by reason only of a vacancy among its members, or lack of qualification or invalidity in the election or appointment of a member.

**Statute 34**

**Contracts**

The University may make the following binding contracts:

(a) Any contract which if made between private persons would be by law required to be in writing and under seal, provided the contract is in writing and signed by two persons acting under the express or implied authority of the Board of Trustees under the University Seal.

(b) Any contract which if made between private persons would be by law required to be in writing and signed by the parties, provided it is in writing and signed by a person acting under the express or implied authority of the Board of Trustees.

(c) Any contract which if made between private persons would by law be valid even if made only verbally, provided it is made in writing or verbally on behalf of the University by any person acting under the express or implied authority of the Board of Trustees.